

Appendix C: Quantitative Standards Regardless of Community Size

In addition to establishing per capita standards, the Public Library Standards Task Force also established a number of quantitative standards that apply regardless of community size. These standards are based on the judgment of the Public Library Standards Task Force that residents of any community need and deserve at least a basic level of library service.

The following standards apply regardless of community size:

- The library is open a minimum of 25 hours per week.
- A certified library director is paid to perform board-designated duties for no fewer than 25 hours per week.
- Minimum total library staff is 1 FTE.
- The library supports the library director's continuing education for at least 20 contact hours per year.
- Minimum total book volumes held is 8,000.
- Minimum print periodical titles received is 30.
- Minimum total annual local expenditures on collection (including electronic resources) is \$10,000.
- Minimum year 2005 total operating budget is \$60,000 (see below for more information).

Estimated Minimum Cost Components of Recommended Minimum Library Budget

Budget Item	Minimum Cost
Director's salary	\$18,100 (salary for a Grade 3 Certified Director at a minimum of 25 hrs/wk)
Other staff wages	\$7,600 (for a minimum of 15 hrs/wk)
Social sec., benefits, etc.	\$8,300 (32% of salary costs)
Materials	\$10,000 (print, AV and electronic resources)
All other expenses	\$16,000 (supplies, utilities, technology costs, continuing education, etc.)
Total operating costs	\$60,000 (in 2005)
(capital costs including debt retirement are not included in this figure)	
Est. minimum for 2006	\$61,500 (increase of 2.5%*)
Est. minimum for 2007	\$63,000 (increase of 2.5%*)
Est. minimum for 2008	\$64,600 (increase of 2.5%*)
Est. minimum for 2009	\$66,200 (increase of 2.5%*)
Est. minimum for 2010	\$67,900 (increase of 2.5%*)

*Estimated annual increases of 2.5% represent the approximate average budget increase for Wisconsin libraries to cover inflationary increases, usage increases, and service improvements.

